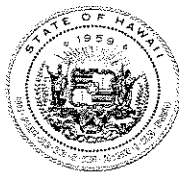


LINDA LINGLE
GOVERNOR



PROCUREMENT POLICY BOARD
LESLIE S. CHINEN
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RUSS K. SAITO
RICHARD G. TOTTEN

AARON S. FUJIOKA
ADMINISTRATOR

**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

P.O. Box 119
Honolulu, Hawaii 96810-0119
Tel: (808) 587-4700 Fax: (808) 587-4703
www.spo.hawaii.gov

August 15, 2006

TO: Executive
Department of Education
Judiciary
House of Representatives
Office of Hawaiian Affairs (OHA)

FROM: Aaron S. Fujioka
Administrator

A handwritten signature in black ink, appearing to read "Aaron S. Fujioka", written over a circular stamp.

SUBJECT: **Change No. 5**
SPO Price List No. 06-04
RECYCLED OFFICE PAPER ON OAHU
(IFB-06-006-O)

The following change is hereby made to the price list:

<u>Line No.</u>	<u>From Stock No.</u>	<u>To Stock No.</u>
5a	102395	P1054901
5b	102397	P1054904
5c	102398	P1054907

The current price list incorporating Change Nos. 1, 2, 3, 4 and 5 is available on the SPO website: www.spo.hawaii.gov; click on "SPO Price List/Vendor List" at the main menu. At the search screen, enter the List Title.

Should you have any questions, Vicki Kitajima can be contacted at (808) 586-0566, fax (808) 586-0570, or at vicki.a.kitajima@hawaii.gov.

**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

SPO Price List No. 06-04

Includes Change Nos. 1, 2, 3, 4 and 5

Revised August 15, 2006

RECYCLED OFFICE PAPER ON OAHU

(IFB-06-006-O)

October 1, 2005 to September 30, 2006

STATE'S COMMITMENT. Agencies of the following purchasing jurisdictions are required to purchase from this price list:

- | | |
|----------------------------|-------------------------------------|
| 1. Executive | 4. House of Representatives |
| 2. Department of Education | 5. Office of Hawaiian Affairs (OHA) |
| 3. Judiciary | |

A purchasing jurisdiction may elect not to extend its commitment to this contract beyond the initial contract term. Further, a purchasing jurisdiction not participating in the contract may, at the earliest, commit to the contract at the inception of a contract extension period, if any.

EXCEPTION TO THE PRICE LIST. When the use of the price list is not suited to an agency's purpose, the appropriate purchasing jurisdiction may grant an exception to purchase outside of the price list. For this purpose, Executive Branch agencies shall use SPO Form-5, "SPO Price List Purchase Exemption", available on the SPO Website, www.spo.hawaii.gov; click on "Forms for State Agencies" in the Procurement of Goods, Services, & Construction - Chapter 103D, HRS, menu.

POINT OF CONTACT. Questions regarding the products listed herein should be directed to the respective vendor.

Procurement questions or complaints may be directed as follows:

Jurisdiction	Name	Telephone	FAX	E-mail
Executive	Vicki Kitajima	586-0566	586-0570	vicki.a.kitajima@hawaii.gov
Judiciary	Newton Sakamoto	538-5805	538-5802	newton.t.sakamoto@courts.state.hi.us
House	Patricia Mau Shimizu	586-6400	586-6401	adele@capitol.hawaii.gov
DOE	Procurement Staff	675-0130	675-0133	Connie_Chun/PROCURE/HIDOE@notes.k12.hi.us
OHA	Ernest Kimoto	594-1954	594-1865	ErnieK@oha.org

USE OF PRICE LIST BY NONPROFIT ORGANIZATIONS. Pursuant to Section 103D-804, Hawaii Revised Statutes (HRS), nonprofit organizations with current purchase of service contract(s) (Chapter 103F, HRS) have been invited to participate in the State Procurement Office's (SPO) price lists.

If a nonprofit organization (hereinafter called "nonprofit") wishes to purchase from a SPO price list, the nonprofit must obtain approval from each price list vendor, i.e., participation must be mutually agreed upon. A price list vendor may choose to deny participation by a nonprofit. Provided, however, if a nonprofit and price list vendor mutually agree to this arrangement, it is understood that the nonprofit will retain its right to purchase from other than a price list vendor.

VENDORS:

<u>Vendor</u>	<u>Address</u>	<u>Telephone</u>
PaperSource Hawaii, Inc.	<u>Purchase Orders & Payments</u> 91-240 Komohana Street Kapolei, HI 96707	ph: 673-1300 fax: 673-1310
Officemax Contract, Inc. dba Hopaco	<u>Purchase Orders</u> 94-1489 Moaniani Street Waipahu, HI 96797	ph: 676-3100 fax: 676-3155
	<u>Payments</u> File 42256 Los Angeles, CA 90074-2256	
Conrad Enterprises, Inc.	<u>Purchase Orders & Payments</u> 301 Sand Island Access Road Honolulu, HI 96819	ph: 842-4467 fax: 848-8916
Hawaii Stationery Co., Ltd.	<u>Purchase Orders</u> 99-1418 Koaha Place Aiea, HI 96701	ph: 486-3200 fax: 486-3111
	<u>Payments</u> P.O. Box 1301 Aiea, HI 96701-1301	

VENDOR CODES for annotation on purchase orders are obtainable from the "Alphabetical Vendor Edit Table Report" available at your department's fiscal office. **Agencies are cautioned that the remittance address on an invoice may be different from the address of the vendor code annotated on the purchase order.** Therefore, when processing an invoice for payment, be sure that the correct vendor code is used.

SECTION 3-124-26, Hawaii Administrative Rules (HAR), mandates State agencies to purchase recycled paper. Exceptions to this section may be taken when statutory, regulatory, or contractual requirements preclude the purchase of recycled paper.

UNIT PRICES include delivery to destination and all other costs EXCEPT the State General Excise Tax which is currently 4%. Agencies are advised to add tax amount to their order total.

PURCHASING CARD (pCard). Agencies of the Executive branch, with the exception of the Department of Education and the Office of Hawaiian Affairs, shall use the State's purchasing card (pCard) for orders totaling less than \$2500. If vendor requires hardcopy confirmation of a transaction made by pCard, agency may use SPO-10B, pCard Order Form, available on the SPO website: www.spo.hawaii.gov; click on "Forms for State Agencies" in the Procurement of Goods, Services, & Construction – Chapter 103D, HRS menu.

"SPO PL No. 06-04" must be typed on purchase orders issued against this price list.

ORDERS must be received by the vendor no later than September 30, 2006. It is the responsibility of each agency to insure timely issuance of purchase orders. The vendor is not obliged to accept any order received after the price list expiration date; however, shall fill timely order for which delivery may extend beyond the expiration date. Do not issue orders specifying delivery after the price list expiration date.

In the interest of minimizing both order processing and dealer's delivery costs, agencies are urged to consolidate on each order as many items from as many price lists as possible and to issue those orders as soon as possible. Maximize orders to minimize deliveries.

DELIVERIES on orders totaling \$150.00 or more (excluding the 4% General Excise Tax and any special labeling charge) shall be made within ten (10) calendar days in city limits and fifteen (15) calendar days in rural areas following receipt of purchase order by vendor. Agencies shall check with the vendor to define city limits and rural areas. Orders for twenty (20) cartons or more shall be delivered within thirty (30) working days from Contractor's receipt of order.

Deliveries on orders totaling less than \$150.00 shall be made available to the ordering agency on a "will call" basis within three (3) working days OR at the option of the ordering agency, delivered by the vendor for a flat delivery charge of:

\$ 25.00	PaperSource Hawaii, Inc.
No Charge	Officemax Contract, Inc. dba Hopaco
\$ 25.00	Conrad Enterprises, Inc.
\$ 20.00	Hawaii Stationery Co., Ltd.

The Contractor may add the delivery charge to an order totaling less than \$150.00 of paper, provided the Contractor informs and the ordering agency agrees to the delivery charge. The ordering agency submitting an order for less than \$150.00 has the option to cancel the order, and to submit to their Chief Procurement Officer a waiver request (SPO Form 5) to purchase outside of the price list.

Ordering agencies shall inform the vendor at the time of ordering of any special access conditions at the delivery site such as security, platforms, steps, curbs, accessible ramp way or doorway widths to navigate, and if cartons or boxes need to be brought up or down any flight(s) of stairs and if no elevator is available.

The vendor will deliver paper to a first floor location only when no elevator is available. For schools / buildings with no elevator, agency may contact the vendor or an outside company for the price of any surcharge(s) for delivery on second or higher floors.

SPECIAL LABELING OF ORDERS FOR DAGS-ICSD PROCESSING AND PRINTING.

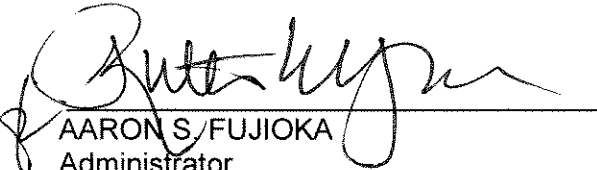
Agencies shall inform the vendor at the time of ordering of special labeling requirements for deliveries to the Department of Accounting and General Services, Information and Communications Division (DAGS-ICSD). Instructions and samples of the label shall be given to the vendor. Please note only the following Price List vendors provide for special labeling:

<u>VENDOR:</u>	<u>SPECIAL LABELING CHARGE:</u>
Hawaii Stationery Co., Ltd.	\$2.00 per carton
Conrad Enterprises, Inc.	\$1.00 per carton

For orders from vendors not providing special labeling, agencies are instructed to make their own arrangements or as an option, submit a SPO Form 5 to purchase outside of the price list.


INSPECTION. Agencies are advised to inspect merchandise delivered immediately upon receipt and report any discrepancies to the vendor within five (5) working days from delivery date.

PRICE LIST AVAILABLE ON THE INTERNET. The price list is available at the SPO website: www.spo.hawaii.gov. "Click" on SPO Price List/Vendor List at the main menu.


AARON S. FUJIOKA
Administrator

Price List Item No.	Product Description	Brand	Stock No.	 PCR/RM Content* (%)	Unit Price	Unit	Vendor
1	BOOK, OFFSET , smooth finish, white						
1a	60# sub., 11" x 17", 500 sheets/ream, 5 reams/ctn	Boise Recycled Offset	108669	30/100	\$38.52	ctn	PaperSource Hawaii, Inc.
1b	60# sub., 17-1/2" x 22-1/2", 3,200 sheets/ctn	Boise Recycled Offset	108670	30/100	102.74	ctn	PaperSource Hawaii, Inc.
2	BOND, SMOOTH FINISH , white, 20# sub., 8-1/2" x 11", boxed-packaged, 25% cotton/rag content, 500 sheets/box (primarily for letterhead)	Mead at a Glance	MEA 39706	30/75	9.58	box	Hawaii Stationery Co. Ltd.
3	BOND, SULPHITE , white, No. 1, 20# sub., 8-1/2" x 11", 500 sheets/ream, 10 reams/ctn	Weyerhaeuser Lynx Rec.	3300	30/100	40.65	ctn	PaperSource Hawaii, Inc.
4	BOND, XEROGRAPHIC, 3-HOLE PRE-PUNCHED , 20# sub., white, 8-1/2" x 11", premium, No. 4, 500 sheets/ream, 10 reams/ctn	Georgia Pacific	FRJ061271	30/0	31.16	ctn	Hawaii Stationery Co. Ltd.
5	BOND, XEROGRAPHIC, WHITE , dual purpose, 20# sub., No. 4, 500 sheets/ream						
5a	8-1/2" x 11", 10 reams/ctn	Boise Aspen Recycled	P1054901	30/100	33.00	ctn	HOPACO
5b	8-1/2" x 14", 10 reams/ctn	Boise Aspen Recycled	P1054904	30/100	44.90	ctn	HOPACO
5c	11" x 17", 5 reams/ctn	Boise Aspen Recycled	P1054907	30/100	35.65	ctn	HOPACO

Price List Item No.	Product Description	Brand	Stock No.	 PCR/IRM Content* (%)	Unit Price	Unit	Vendor
6	BOND, XEROGRAPHIC, COLORED, dual purpose, 20# sub., No. 4, 500 sheets/ream						
6a	8-1/2" x 11", 10 reams/ctn						
	BLUE	Boise	P1MP-2201-BE	30/0	30.38	ctn	HOPACO
	BUFF	Boise	P1MP-2201-BF	30/0	30.38	ctn	HOPACO
	CANARY	Boise	P1MP-2201-CY	30/0	30.38	ctn	HOPACO
	CHERRY	Boise	P1MP-2201-CHE	30/0	30.38	ctn	HOPACO
	GREEN	Boise	P1MP-2201-GN	30/0	30.38	ctn	HOPACO
	LAVENDER/ORCHID	Boise	P1MP-2201-OR	30/0	30.38	ctn	HOPACO
	PINK	Boise	P1MP-2201-PK	30/0	30.38	ctn	HOPACO
	SALMON	Boise	P1MP-2201-SN	30/0	30.38	ctn	HOPACO
6b	8-1/2" x 14", 10 reams/ctn						
	BLUE	Boise	P1MP-2204-BE	30/0	38.68	ctn	HOPACO
	CANARY	Boise	P1MP-2204-CY	30/0	38.68	ctn	HOPACO
	GREEN	Boise	P1MP-2204-GN	30/0	38.68	ctn	HOPACO
	PINK	Boise	P1MP-2204-PK	30/0	38.68	ctn	HOPACO

Price List Item No.	Product Description	Brand	Stock No.	 PCR/M/RM Content* (%)	Unit Price	Unit	Vendor
7	CONTINUOUS STOCK FORMS, sulphite bond, white Note: Price is per sheet but paper must be purchased by the carton (ctn)						
7a	1/2" green or blue bar WITHOUT marginal perforations 14-7/8" x 8-1/2", 1-part, 18# sub., 2,500 sheets/ctn	Texas Stock Tab (TST)	TST-R302	30/50	0.010560	sheet	Conrad Enterprises, Inc.
7b	Blank WITHOUT marginal perforations, 14-7/8" x 8-1/2", 1-part, 18# sub., 2,500 sheets/ctn	Texas Stock Tab (TST)	TST-R102	30/50	0.013180	sheet	Conrad Enterprises, Inc.
7c	Blank WITH 1/2" marginal perforations, 9-1/2" x 11", 1-part, 18# sub., 2,500 sheets/ctn	Texas Stock Tab (TST)	TST-R702	30/50	0.008720	sheet	Conrad Enterprises, Inc.
7d	Clean-perforated on all sides, 9-1/2" x 11", 1-part, 20# sub., 2,400 sheets/ctn	Texas Stock Tab (TST)	TST-R714	30/50	0.009167	sheet	Conrad Enterprises, Inc.

Recycled Office Paper on Oahu

*PCR/M = Post Consumer Recovered Material

RM = Recovered Material

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Price List No. 06-04
10/1/05 to 09/30/06